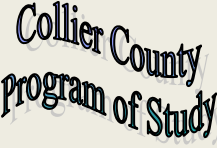


Career Cluster: Business, Management & Administration  
 Career Cluster Pathway: Business Financial Management & Accounting

CTE Program: **Accounting Operations B070110**  
 Industry Certification: INTUT001, MICRO069

**18 CORE CURRICULUM CREDITS**

**12 ADDITIONAL CREDITS**

	<b>ENGLISH</b> (4 credits)	<b>MATH</b> (4 credits)	<b>SCIENCE</b> (4 credits, 2 with lab)	<b>SOCIAL STUDIES</b> (4 credits)	<b>CAREER EDUCATION PROGRAM COURSES</b>		<b>RECOMMENDED ELECTIVES</b> (State University Aligned)  (One virtual course is required)
	AP- Adv. Placement DE- Dual Enrollment	AP- Adv. Placement DE- Dual Enrollment	AP- Adv. Placement DE- Dual Enrollment	AP- Adv. Placement DE- Dual Enrollment	<b>Other Requirements:</b> Pass FCAT 2/PARC – Reading Level 3, pass Algebra I EOC, and 30% of EOC Exam for Biology, Algebra 2, Geometry, US History		

**Dual enrollment and CTE courses satisfy graduation and Bright Futures Gold Seal Voc. Scholar requirements. Agriscience Foundations and Aerospace Technology satisfy core science requirements. Some state approved industry certifications lead to college credit and may substitute for up to two high school credits of math and one credit of science. One online course and a 2.0 is required for graduation. Visit [www.flvs.org](http://www.flvs.org) and your counselor.**

<b>HIGH SCHOOL</b>	<b>9</b>	English 1 <b>or</b> English 1 Honors (1)	Algebra I <b>or</b> Higher Level Math (1)	Earth Space Science <b>or</b> Honors (1)	Geography <b>and</b> History of the World <b>or</b> AP Human Geo.(1)	Advanced Communication <b>or</b> Intensive Reading (1)	HOPE (1) (Florida Virtual)	Spanish I <b>or</b> Higher Level Course (1)	
	<b>10</b>	English 2. <b>or</b> English 2 Honors (1)	Geometry <b>or</b> Higher Level Math (1)	Biology <b>or</b> Biology Honors (1)	World History <b>or</b> World History Honors <b>or</b> AP (1)	Digital Information Technology (1) = OTA0040 – OCP A	Semantics & Logic (.5) / Adv. Reading (.5) <b>or</b> Intensive Reading (1)	Spanish 2 <b>or</b> Higher Level Course (1)	
	<b>Students take the TABE within 6 weeks of attending classes at LWIT and are encouraged to take the ACT, SAT or PERT during 11<sup>th</sup> grade.</b>					<b>Program B07110 Accounting Operations at Lorenzo Walker Technical College</b>			
	<b>11</b>	English <b>or</b> English 3 Honors <b>or</b> AP English Comp. (1)	Algebra II <b>or</b> Higher Level Math (1)	Chemistry (1)	American History <b>or</b> AH Honors <b>or</b> AP (1)	<b>Accounting Operations B070110</b> ACO0040-Accounting Clerk (300) OCP B and begin ACO0041-Accounting Associate (150)			
	<b>12</b>	English 4 <b>or</b> English 4 Honors <b>or</b> AP (1)	Precalculus <b>or</b> Pro. & Stats. <b>or</b> Higher Level Math	Genetics (1)	American Govt./ Economics <b>or</b> Honors <b>or</b> AP (1)	<b>Accounting Operations B070110 (continue)</b> ACO0041-Accounting Associate (150) OCP-C ACO0042-Accounting Assistant (150) OCP-D			
	<b>Based on this Career Cluster and identified career and identified technical education program, the following postsecondary options are available</b>								

<b>POSTSECONDARY</b>	<b>TECHNICAL CENTER PROGRAM(S)</b>	<b>COMMUNITY COLLEGE PROGRAM(S)</b>	<b>UNIVERSITY PROGRAM(S)</b>
	-Accounting Operations- <b>B070110</b> (600 hrs) <b>PSAV Certificate – LWTC/ITC</b>	-Accounting Technology, <b>AS</b> (60 Cr.)- <b>FSW</b> -Accounting Applications, <b>PSVC ACGS</b> , (27) -Accounting Paraprofessional, <b>AAS</b> ,(64)- <b>SFCC</b> -Accounting Applications, <b>CCC</b> , (27 Cr.) - <b>SFCC</b> -Business <b>AA</b> , Accounting, (60 Cr.) - <b>Keiser U.</b>	-Finance, <b>BS</b> , (120), <b>FGCU</b> , <b>USF</b> -Accounting, <b>BS</b> , (120), <b>FGCU</b> , <b>USF</b> -Business Administration & Management, <b>BS</b> , <b>FSW</b> -Accounting, <b>BA</b> , (120 Cr.) – <b>Keiser U.</b>

<b>ARTICULATIONS/ CREDIT</b>	<b>High School Students <u>Dual Enrolled</u> in PSAV Technical Center Program</b>	<b>Technical Center or High School to Community or State College</b>	<b>State and Community Colleges to Universities</b>
	<p style="text-align: center;"><b><u>LWIT</u></b>  <b>PSAV B070110 Accounting Operations- (1050 hrs.)</b>  <b><u>PSAV B070110 Accounting Operations</u></b></p> <p>OTA0040 Information Tech Asst.( 150) - <b>OCP A</b>  ACO0040 Accounting Clerk (300)- <b>OCP B</b>  ACO0041 Accounting Associate – (300) –<b>OCP C</b>  ACO0042 Accounting Assistant-(150) – <b>OCP D</b></p>	<p style="text-align: center;"><b><u>FL Southwestern State College</u></b></p> <p><b><u>(PSAV) Program Completion of Accounting Operations</u></b>  = up to (12 Cr.) toward <b>AS</b>, Accounting Technology or CCC in Accounting Management.</p> <p style="text-align: center;"><b><u>Keiser University</u></b></p> <p>Accounting Operations CCC or IT and Acct 1,2,3 = (6 Cr. ) toward <b>BS</b> in Accounting.</p> <p style="text-align: center;"><b><u>Statewide</u></b></p> <p><b>MICRO069</b> = (3 cr.) toward Office Administration  <b><u>PSAV Completion</u></b> = (6 cr.) <b>AS</b>, Office Admin.</p>	<p>- <b>AS</b> Accounting Technology to <b>BS</b> in Supervision &amp; Management (120 CR.)- <b>FSW</b></p> <p>- <b>AS</b> Accounting Technology at <b>FSW</b> to <b>BS</b> in Accounting –<b>Hodges U.</b></p> <p>- Business Administration <b>AS</b> (64 cr.) to Business Administration &amp; Management, <b>BS</b> Degree- <b>statewide</b></p> <p>--Regional <b>AS</b> Degree = (60 cr.) toward <b>BAS</b> degree (120 cr.) in Applied Science - <b>statewide</b></p>
<b>Based on the Career Cluster of interest and identified CTE program the following sample career specialties</b>			
<b>CAREERS</b>	<b>Technical Centers</b>	<b>Community Colleges</b>	<b>4 Year Colleges and Universities</b>
	<p>Accounting Assistant  Administrative Support Representatives  <b>(DOL)</b> Bookkeeping, Accounting, and Auditing  Finance Clerks  Bank Tellers</p>	<p><b>(DOL)</b> Claims Adjusters, Examiners, and Investigators (<b>HSHW</b>)  <b>(DOL)</b> Cost Estimators (<b>HSHW</b>)  Securities and Financial Svc. Field Agents  <b>(DOL)</b> Administrative Services Managers (<b>HSHW</b>)</p>	<p style="text-align: center;">Certified Public Accountant  <b>(DOL)</b> Accountants (<b>HSHW</b>)  Auditors  Financial Analysts  <b>(DOL)</b> Loan Officers (<b>HSHW</b>)  Loan Counselors  Personal Financial Advisors  <b>(DOL)</b> Purchasing Agents, except Farm &amp;Trade ( <b>HSHW</b>)</p>
<b>INDUSTRY CERTIFICATIONS</b>			
<p><b><u>All certifications students have the opportunity to take while in this POS:</u></b>  <b>MICRO017</b> – Microsoft Office Specialist Master, Microsoft Corporation  <b>MICRO069</b> – Microsoft Office Specialist (MOS) Bundle Certification (3 out of 6), Microsoft Corporation  <b>INTUT001</b> – Quickbooks, Certified User, Intuit</p>			
<b>CAREER AND TECHNICAL STUDENT ASSOCIATION</b>			
Future Business Leaders of America ( <b>FBLA</b> ), Business Professionals of America ( <b>BPA</b> ), and <b>Phi Beta Lamda</b>			
<b>INTERNSHIP/WORK EXPERIENCE RECOMMENDATIONS</b>			
Work, intern, volunteer, shadow workers at school legal department, law offices and court house. Join <b>FBLA</b> . Refer to <a href="http://collierschools.com/careertech/internships.htm">http://collierschools.com/careertech/internships.htm</a> for district approved internship opportunities.			
****	Reviewed May 1, 2016 and updated annually. See your Counselor for the most recent plan as student schedules will vary based on the needs of the student. Find detailed graduation requirements at: <a href="http://www.fl DOE.org/academics/graduation-requirements">http://www.fl DOE.org/academics/graduation-requirements</a>		

**Accounting Operations (LWTC – Postsecondary) #B070110**